

**A REGULAR MEETING MINUTES
PLANNING AND ZONING BOARD
JANUARY 07, 2008**

CALL TO ORDER

In the absence of Chairman Larry Bedsole and Secretary Tina Aldrich, **James Dunn moved to elect Jerry Carris to be the Acting Chairman for today's meeting. Seconded by James Balderrama, the motion carried 5-0.**

Acting Chairman Carris called the regular meeting of the City of Winter Garden Planning and Zoning Board to order at 6:30 p.m. in City Hall Commission Chamber. The invocation was given followed by the Pledge of Allegiance. The roll was called and a quorum was declared present.

PRESENT: Acting Chairman Jerry Carris, Board Members: Xerxes Snell, James Dunn, Mac McKinney, and James Balderrama. Also present were Assistant City Attorney Dan Langley, City Manager Mike Bollhoefer, Assistant City Manager Marshall Robertson, Commissioner Bob Buchanan, Economic Development Director Dolores Key, Executive Assistant to City Manager Andrea Vaughn, Planning Director Ed Williams, Planner Regina McGruder, Planner Brandon Byers, and Secretary Giselle Velazquez.

ABSENT: Chairman Larry Bedsole and Secretary Tina Aldrich.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held December 03, 2007

Motion by Mac McKinney to approve the above minutes. Seconded by James Dunn, the motion carried unanimously 5-0.

Variances

2. 1670 Victoria Way

Planner McGruder presented the Board with a request for approval for 1670 Victoria Way for a 7 foot rear yard setback variance to allow the property owner to construct an attached screen porch. City Staff has reviewed the application and recommends approval.

James Thompson, 1670 Victoria Way, Winter Garden, approached the Board and in response to Chairman Carris' question, stated that he was in agreement with City Staff requirements.

Motion by Xerxes Snell to approve the Variance. Seconded by James Dunn, the motion carried unanimously 5-0.

3. 327 Charlotte Street

Planner Byers presented the board with a request for a variance approval to allow the property owners of 327 Charlotte Street to build a 196 square foot addition to a non-conforming shed in the rear yard. City Staff has reviewed the petition and recommends approval.

Motion by James Dunn to approve the Variance to allow a 196 square foot addition to a non-conforming shed. Seconded by James Balderrama, the motion carried unanimously 5-0.

4. 14554 Tullamore Loop

Planner Byers presented the board with a request for approval for 14554 Tullamore Loop of a 9 foot rear yard setback variance to allow the property owners to build a 720 square foot screened room in their rear yard. City Staff has reviewed the application and recommends approval.

Christopher Carroll, 14554 Tullamore Loop, Winter Garden, approached the Board and stated that he was in agreement with City Staff requirements.

Motion by Mac McKinney to approve the Variance. Seconded by James Dunn, the motion carried unanimously 5-0.

Final Plats

5. West Orange Business Center

Planner Byers presented the board with a request for final plat approval for West Orange Business Center located on C.R. 535. City Staff has reviewed the application and recommends approval with the conditions included in the agenda package.

Motion by James Balderrama to approve the Final Plat with City Staff conditions (see attached). Seconded by James Dunn, the motion carried 5-0.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:43 p.m.

APPROVED:

ATTEST:

Acting Chairman Jerry Carris

Planning Technician Lorena Blankenship